

**Kentucky Arts Council Board Meeting
December 14th, 2007
Actors Theatre
Louisville Kentucky**

Members Present: Todd Lowe, Everett McCorvey, Zev Buffman, Jean Dorton, Dean Jones, Edwin Lane, Gail Russell, Ann Schell, Greg Shumate, Retha Tarter, Randall Vaughn, James Voyles

Members Absent: Wilma Brown, Phyllis Liebman, Kelly Knight, Jo Marshall

Others Present: Staff: Lori Meadows, Christopher Cathers, Suzanne Gray, Ed Lawrence, Melissa Nesselrode, Maraskeshia Smith, Dan Strauss.

Guests: Mike Brooks, Actors Theatre; Allan Cowen, Greater Louisville Fund for the Arts; Nana Yaa Asantewaa, Louisville Arts Council; Jessica Myers, Squallis Puppeteers, Inc.

CALL TO ORDER AND WELCOME:

Chairman Lowe welcomed all in attendance and thanked Jennifer Bielstein, Managing Director of Actors Theatre for allowing the Kentucky Arts Council to hold the board meeting at the theatre.

Ms. Bielstein introduced “Santa Land Diaries”; a short excerpt of the play was performed.

Chairman Lowe asked Ms. Bielstein to discuss her move to Kentucky and her general thoughts about the Kentucky Arts Council and ways that the Arts Council can help struggling organizations. Ms. Bielstein responded by saying that if the Kentucky Arts Council could work toward more forums and/or opportunities for organizations to get together and discuss programming ideas, etc. rather than talking primarily about funding issues, the ideas that could come from those meetings could be just as beneficial. She also stated that the Kentucky Arts Council has worked very hard to form a strong relationship with Actors Theatre and appreciates their constant support.

Chairman Lowe mentioned to the board that the Kentucky Arts Council’s Al Smith Fellowship Exhibit is currently on display at Actors Theatre and requested that the board members take a moment to stop by and enjoy it.

QUORUM:

With 12 of the 16 members in attendance, Chairman Lowe declared a quorum to be present.

APPROVAL OF MINUTES:

Chairman Lowe asked the board members to review the board minutes from the September board meeting.

A motion to approve the minutes was made by Greg Shumate, and seconded by Jean Dorton. The motion was approved without objection.

CONSENT AGENDA:

Members were asked to review the abstention list and note if they had any additions and/or deletions.

Grants and Awards:

Teacher Initiated Project Grant
Individual Artist Professional Development Grant
Lincoln Product Development Grant
Lincoln Project Grant
Product Development Grant

A motion to approve the minutes was made by Greg Shumate, and seconded by Ed Lane. The motion was approved without objection.

REVIEW OF THE EXECUTIVE DIRECTOR:

A Review of the Monitoring Reports was given by Lori Meadows.

- 2.0 General Executive Constraint
- 2.1 Treatment of Constituents
- 2.2 Treatment of Staff
- 2.3 Financial Planning/Budgeting

Lori informed the board that the Craft Marketing Program portion of the Kentucky Arts Council's budget was incorporated into the total budget as of July 1, 2007, which has increased cost savings and cut back on the amount of staff time involved to process invoices, payments and expenditure reports. Lori and Maraskeshia Smith will evaluate the budget mid-year to look at actual expenditures in the various areas and determine whether adjustment is needed. Lori remarked that there are particular allocation categories which must be observed. For example, money allotted as "programming funds" may not be used for "personnel funds".

Chairman Lowe remarked that there are occasionally delicate situations which arise that must be handled by the executive director, and that he was kept informed of these issues as needed. He commented that he appreciated Lori's attention and willingness to work with him on those as well as various other issues.

Chairman Lowe reminded the board that the Kentucky Arts Council made a large budget request through the Commerce Cabinet; unfortunately the Kentucky Arts Council's request was not ranked as high as hoped on the cabinet's list. Lori, Chairman Lowe and

Everett McCorvey are currently working with Governor Beshear's office to arrange a meeting to discuss those funding issues.

Chairman Lowe reiterated that he would like for the board to become more aggressive in working with their local arts organizations and legislators to get funding for the Kentucky Arts Council's involvement with the FEI Games in 2010.

Lori provided examples of how the Kentucky Arts Council is increasing its visibility to the legislators:

- Working with arts organizations to make sure the Kentucky Arts Council credit logos are used correctly
- Sending letters to the legislators inviting them to workshops within their districts
- Inviting legislators to agency events such as the Folklife Festival
- Writing follow-up thank you letters after events/workshops/meetings
- Sending the agency annual report, and other updates and reports

In addition, the Kentucky Arts Council has begun a tracking system of information sent to the legislators. All communication between the arts council and all legislators is logged and filed.

Lori informed the board that the Kentucky Arts Council staff can only work with the legislators in an informational capacity—they cannot address funding requests. Jean Dorton noted that all of the board members need to communicate with their legislators by sending letters with a copy of the budget quick facts and the 'At a Glance' piece that the Kentucky Arts Council produces. Jean suggested that the board members hand write the addresses to the legislatures to add a more personal touch. Chairman Lowe suggested that the Kentucky Arts Council put together a 4"x6" card (like NASAA) with facts to hand out at events.

Jean also requested that the board members call their legislators and formally ask them to attend the February 5th, 2008 Legislative Day Reception, and if any of the board are close to Governor and First Lady Beshear to invite them as well.

Zev Buffman offered to speak to Jim Host of Host Communications about the possibility of working with the Kentucky Arts Council on providing art for the new FEI Games arena. Lori responded that the Kentucky Arts Council would be interested in anything that can bring attention to the Kentucky Arts Council and the artists with whom it works, but she also noted that the board needs to think about and look at the overall budget request picture. The budget for arts activities and programming during the games is important, but this is also an opportunity to build the capacity of the state's arts infrastructure.

Chairman Lowe asked Everett, who is a member of the FEI Games Foundation Board to speak about the special events the board is planning. Everett informed the board that the foundation is currently working on "Fortnight Festival" and hopes to have the involvement of the Kentucky Arts Council; Alltech will be sponsoring this event.

Chairman Lowe requested that the board review the FY 2007 annual report and give any changes to Lori or Ed Lawrence. Lori mentioned that the annual report was developed in more of a narrative style than in the past in order to tie it to the agency's ends statements, and to create a more professional document which can serve as an informational tool for the agency. Lori noted that Ed Lawrence produced the annual report, and that she felt the end result was very positive. Chairman Lowe stated that the quotes added a personal touch, and that he feels this is the best annual report he's seen thus far from the Kentucky Arts Council. Jean informed the board that the Kentucky Arts Council has been working very hard towards the ends statements and the annual report is a great reflection of that work. Jean and Chairman Lowe suggested bolding the abbreviations and/or providing a footnote on the bottom of each page. Ann Schell commented that the Kentucky Arts Council did an excellent job on the report, but adding an index would be very helpful to future reports; she also said that she, as always, is surprised with what the staff accomplishes. Ed Lane would like to see bar graphs added to the report.

Following discussion about the annual report, and the need for greater visibility by the Arts Council, Ed Lane offered the agency space for a monthly editorial in the *Lane Report* to help advocate/inform about the arts.

A motion to approve the Review of the Executive Director and the FY2007 annual report was made by Jean Dorton, and seconded by Gail Russell. The motion passed without objection.

EXECUTIVE DIRECTOR'S OPERATIONAL UPDATE:

Lori gave updates on the following:

KASOL: The online grants system is going very well. There are a few "glitches" that staff are currently working on with WESTAF and hope to have those fixed by the next cluster of grants.

Long Range Plan Status: The Kentucky Arts Council has completed the public meetings and will be hosting focus groups and one-on-one interviews and conversations throughout the rest of the fiscal year, with plans to present the draft plan to the board at the June, 2008 meeting.

Legislative Arts Day Schedule: Photos with Operating Support grantees and their legislators will be from 11:00am-2:00pm, the Legislative Reception will begin at 5:00 pm on February 5th at Berry Hill Mansion. All board members are invited and encouraged to attend.

Abraham Lincoln Bicentennial Activities: The Kentucky Humanities Council will be presenting "Our Lincoln" on February 10th; The Kentucky Abraham Lincoln Bicentennial Commission will present "A Kentucky Salute to Abraham Lincoln" on February 11th.

Kentucky Crafted: The Market 2008: The Market currently has full vendor registration with 274 exhibitors. There are several additions to the 2008 Market, including readings by Poets Laureate, an awards reception rather than dinner, a change in the silent auction to benefit the Craft Emergency Relief Fund, Foodways narrative stage, etc. Lori requested that the board members take extra

market rack cards with them to distribute in their areas and to let us know of shops that we should include on the mailing list to receive registration materials.

DISCUSSION ON ENDS:

Lori stated that the agency's relationship and work with Actors Theatre meets all of the arts council's ends statements and that we would like to work with each organization in this same comprehensive way. Chairman Lowe asked the board what they see the arts organizations doing that are touching the lives of the community other than just by doing a production. Zev Buffman spoke about how the RiverPark Center has expanded opportunities to students by involving them not only in attending productions but also in the actual production/behind the scenes areas. RiverPark has also brought Broadway shows to Owensboro to help the community's economy. Dean Jones commented on what a wonderful job Zev has done with the Center in Owensboro, and how he has brought opportunities to the area that have never before existed.

Chairman Lowe would like to acknowledge the assistance and contributions to the arts that George Ward made as Secretary of the Commerce Cabinet.

A motion to recognize former Secretary George Ward was made by Greg Shumate and seconded by Everett McCorvey.

Chairman Lowe would like to add a "Best Practices" section to the board agenda for future meetings. This will give an opportunity for each board member to speak about what they have done in terms of arts advocacy.

Chairman Lowe informed the board that Randall Vaughn has agreed to chair the nominating committee; if any of the board members would like to be a part of the committee, please let Chairman Lowe, Randall or Lori know.

Chairman Lowe informed the board that the Performing Arts Exchange was a success for Kentucky and the Kentucky Arts Council. The estimated number of agents and artists that attended PAE was 1100. Chairman Lowe thanked Retha Tarter for leading our volunteers and taking on such a large job.

Chairman Lowe stated that he would like for Kentucky and the Kentucky Arts Council to host a National Assembly of State Arts Agencies meeting within the next few years.

Everett McCorvey asked Lori if the Kentucky Arts Council should provide a reception for the new administration. Lori felt that it was a great idea and she would look into the possibility.

BOARD MEETING EVALUATION:

At Chairman Lowe's request, Everett led the board meeting evaluation discussion. The following comments were made:

Everett thanked Actors Theatre for their hospitality and for the performance today.

Retha commented on how she enjoyed the Community Breakfast this morning and the opportunity to meet the local artists.

Retha also thanked Chairman Lowe for his leadership and passionate efforts for the arts. The board and agency has benefited from his leadership.

Dean appreciated the set up of the agenda and the fact that the schedule was kept.

Zev appreciates the board for their involvement and care towards the arts.

Everett has enjoyed Chairman Lowe as the board chair.

Chairman Lowe stated that he has enjoyed his time as board member and chair, and hopes to continue in this capacity.

A motion to adjourn was made by Everett McCorvey and seconded by Greg Shumate. The motion was passed without objection.